

BOARD OF FUNERAL SERVICES

CONTINUING EDUCATION COMMITTEE

APRIL 6, 2005 MINUTES – AS APPROVED JUNE 22, 2005

The Board of Funeral Services Continuing Education Committee held a meeting on Wednesday, April 6, 2005 at 9:00 a.m. in the Cannon Building, second floor, Conference Room B, 861 Silver Lake Blvd., Dover, Delaware.

Present:

Lyle Dabson, Chairman, Presiding
Thomas E. Melvin
Monique K. Hampton, Administrative Specialist II
Gayle Melvin, Administrative Specialist II

Absent:

Robert L. Herrington, Jr.

CALL TO ORDER

Mr. Dabson called the Committee meeting to order at 9:45 a.m.

REVIEW OF COMMITTEE MEETING MINUTES

Mr. Melvin made a motion, seconded by Mr. Dabson, to approve the Minutes of the January 26, 2005 Committee meeting. The motion was carried unanimously.

REVIEW OF REQUESTS FOR CONTINUING EDUCATION PRE-APPROVAL

The Committee recommended approval of the following requests for continuing education credit:

A. National Funeral Directors & Morticians Association, Inc.

1. What Would You Do? – April 17 – 1.5 CEU hrs
2. Technology for Your Business – April 18 – 3 CEU hrs
3. The Shopper- How Much Do We Really Know About FTC Regulations? –
Apr 19 – 1.5 CEU hrs

B. National Funeral Directors Association

1. Certified Preplanning Consultant

- a. 2.5 day seminar – Mar 9-11, Mar 16-18, Apr 13-15, May 11-13, Aug 17-19 – 16 CEU hrs
- b. Short Course – Oct 1 & 2 – 8.0 CEU
- c. CPC Correspondence (self-study) – 15 CEU hours
2. Professional Women's Conference "Inspiration" – Apr 1-4, 10 CEU hrs
3. Embalming Reconstructive Surgery and Airbrushing Techniques – Apr 26 & 27, Nov 15 & 16 – 10.0 hrs; and Oct 1 – 6.0 hrs
4. Exceptional Funerals: Personalization Beyond Basics – May 3 & 4, Aug 23 & 24 – 10.0 hrs
5. NFDA Home Study Series
 - a. Video tapes/DVDs with study guides
 1. Embalming Difficult Cases – 10.0 hrs
 2. Embalming Reconstructive Surgery and Cosmetology Techniques -6.0 hrs
 - b. Audio Tapes/CD-Roms
 1. Previously approved 2003 & 2004 NFDA Convention Workshops – Audio Tapes – 4.0 hrs; CD-Roms – 6 hrs
 - c. Books/home readings – 10.0 hrs
6. NFDA Web Seminars
 - a. How to Get What You Need from Your Employees – Apr 19
 - 2.0 hrs
 - b. Preventing the Most Common OSHA Violations in your Funeral Home – Jul 13 – 2.0 hrs
- C. International Cemetery And Funeral Association
 1. 2005 Annual Convention & Exposition – Mar 30 – Apr 2 – 19.0 CEU hrs
- D. Delmarva Funeral Service Association
 1. World Trade Center – The Recovery Process – Feb 3 – 1.5 hrs
 2. Developments in Retirement Plans for Small Business – Feb 3 – 1.0 hr
- E. Selected Independent Funeral Homes
 1. 2005 Group Meetings – Apr 3-9, Apr 17-19, Apr 24-26, May 1-3, May 4-6, May 15-17, and May 18-20 – 9.0 hrs.
- F. Delaware State Funeral Directors Association
 1. DSFDA Monthly Meeting & Legislative Issues – Oct 7, 2004 – 1.0 hr
- G. Practicum Strategies – Home-Study Courses
 1. Intermediate Marketing for Funeral Directors – 4.0 hrs
 2. Ethics for Funeral Directors – 4.0 hrs

SECOND REVIEW OF REQUESTS FOR CONTINUING EDUCATION PRE-APPROVAL

At the January 26, 2005, the following courses were approved but the CE credits were not determined. Upon resubmission, all of the CE hours were recommended for approval:

- A. International Order of the Golden Rule – 2005 OGR Educational (previously reviewed)

1. Audio Seminar/Teleconference
 - a. Guiding Clergy Away From Cookie-Cutter Eulogies – Jan 20 -1.0 hr
 - b. Reconstruction Tips Following Biological Donations and Traumas - Feb 17, 2005 – 1.0 hr
 - c. Low-Cost Ways to Add Value to Funerals – Mar 17, 2005 – 1.0 hr
 - d. Protecting Families' Privacy in the Age of Technology – Apr 21, 2005 - 1.0 hr
 - e. Responding to Shifting Expectations of Today's Funeral Professional – May 19, 2005 – 1.0 hr
 - f. Proactive Measures That Protect Funeral Professionals From Liability – Jun 16, 2005 – 1.0 hr
2. 2005 Special Purpose Symposium Workshop
 - a. Today's Funeral Professional...The New Reality – Feb 7, 2005 – 4.0 hrs
3. 2005 Annual Conference
 - a. Going for the Gold – Apr 13 – 17, 2005 – 18.25 hrs

ADJOURNMENT

Mr. Melvin made a motion, seconded by Mr. Dabson to adjourn the meeting at 10:00 am. The motion was unanimously carried. The next meeting is May 25, 2005

Respectfully Submitted,

Monique K. Hampton
Administrative Specialist II